



## **OFFICE OF THE GOVERNOR 2003 MICHAEL CURRY SUMMER INTERNSHIP PROGRAM**

**The Governor** encourages college juniors, seniors and graduate students from all disciplines to apply for a summer internship. Michael Curry interns work in the Governor's Office and in various agencies under the Governor's jurisdiction learning, firsthand, the operations of Illinois State Government.

This ten-week program carries a stipend of \$1,200 per month and begins approximately June 1. If accepted, applicants will be contacted by the hiring agency. If not accepted, applicants will be notified by mail.

The Office of the Governor complies with the provisions of the Americans with Disabilities Act. All qualified individuals are eligible to participate in the program.

To apply, fully complete the attached application. **Unless a reasonable accommodation has been requested and approved, handwritten applications will be returned.** Applicants must have the Registrar's Office from your college(s)/university(s) send a copy of your transcript to the program director. PLEASE, NO RESUMES; send completed applications only.

Positions are primarily based in Springfield with very limited placements in Chicago. To be eligible, applicants must be Illinois residents and have not previously participated in the Michael Curry Summer Internship Program. Relocation is at the applicant's expense.

Completed applications and transcripts should be sent directly to **Office of the Governor, Michael Curry Summer Internship Program, 107 William G. Stratton Building, Springfield, Illinois 62706.** If you have any questions, need more information or wish to request a reasonable accommodation, please call 217/782-5213 (FAX 217/524-1677)(TTY 217/785-3979) between 8:30 a.m. and 5:00 p.m.; Monday through Friday. **Applications must be postmarked by JANUARY 31, 2003. Applications postmarked after this date will be returned.**



State of Illinois

## OFFICE OF THE GOVERNOR

Springfield 62706

### 2003 MICHAEL CURRY SUMMER INTERNSHIP PROGRAM

- 1.) NAME \_\_\_\_\_  
(first) (middle) (last)  
ADDRESS (CURRENT SCHOOL) \_\_\_\_\_  
(street) (city) (state) (zip)  
CURRENT TELEPHONE NUMBER \_\_\_\_\_  
FINAL DATE AT THIS ADDRESS \_\_\_\_\_  
DATE CLASSES END FOR SUMMER BREAK \_\_\_\_\_  
PERMANENT ADDRESS \_\_\_\_\_  
(street) (city) (state) (zip)  
PERMANENT TELEPHONE NUMBER \_\_\_\_\_  
EMAIL ADDRESS \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

2.) **EDUCATION**

IN THE SUMMER OF 2003 WHICH WILL YOU BE: (PLEASE CIRCLE) **JUNIOR SENIOR GRADUATE**

UNDERGRADUATE INSTITUTION \_\_\_\_\_

MAJOR FIELD \_\_\_\_\_ DEGREE EXPECTED \_\_\_\_\_  
(month/year)

GRADUATE INSTITUTION \_\_\_\_\_

MAJOR FIELD \_\_\_\_\_ DEGREE EXPECTED \_\_\_\_\_  
(month/year)

COLLEGE GPA \_\_\_\_\_ / \_\_\_\_\_

LAW SCHOOL \_\_\_\_\_ YEAR \_\_\_\_\_

3.) **CHOICE OF LOCATION**

THE **MAJORITY** OF POSITIONS WILL BE IN **SPRINGFIELD**. APPLICANTS WILLING TO RELOCATE WILL BE RESPONSIBLE FOR THEIR OWN HOUSING ACCOMMODATIONS. YOUR GEOGRAPHIC CHOICE WILL BE **STRICTLY ADHERED TO**, AND IS OFTEN A DETERMINING FACTOR IN FINAL PLACEMENT. INDICATE YOUR PREFERENCE BY CIRCLING ONE OF THE FOLLOWING:

CHICAGO

SPRINGFIELD

- 4.) DO YOU HAVE ACCESS TO A CAR? \_\_\_\_\_  
5.) WOULD YOU BE AVAILABLE FOR A PERSONAL INTERVIEW EITHER IN CHICAGO OR SPRINGFIELD? IF SO, WHEN AND WHERE?  
\_\_\_\_\_

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6.) LIST THE COMPUTER PROGRAMS IN WHICH YOU ARE PROFICIENT \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7.) HAVE YOU EVER SUBMITTED AN APPLICATION TO THE MICHAEL CURRY SUMMER INTERNSHIP PROGRAM? \_\_\_\_\_ IF YES, WHEN DID YOU APPLY? \_\_\_\_\_  
WERE YOU ACCEPTED? \_\_\_\_\_ DID YOU PARTICIPATE? \_\_\_\_\_

**(NOTE: IF YOU PARTICIPATED BEFORE, YOU ARE INELIGIBLE.)**

**8.) WORK EXPERIENCE**

BUSINESS	DUTIES	DATES	HOURS/WEEK
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**9.) EXTRA-CURRICULAR ACTIVITIES**


**10.) HONORS**


**11.) REFER TO THE ATTACHED PAGES ON WHICH DEPARTMENTS ARE LISTED AND INDICATE YOUR PREFERENCE ON THE LINES BELOW**


THE NUMBER OF INTERNSHIPS IS LIMITED. **YOU CAN NOT BE GUARANTEED** ANY OF YOUR PREFERENCES. IF YOU CAN NOT BE PLACED IN ANY OF YOUR PREFERRED AGENCIES, WOULD YOU STILL BE INTERESTED IN PARTICIPATING IN THE PROGRAM? **YES NO**

IF YES, YOUR PLACEMENT WILL BE BASED AS MUCH ON YOUR ACADEMIC BACKGROUND AND YOUR FUTURE VOCATIONAL PLANS AS POSSIBLE.

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- 12.) WITHIN THE SPACE PROVIDED BELOW, PLEASE STATE A CURRENT PUBLIC POLICY PROBLEM AND A PROPOSED SOLUTION. TOPIC: \_\_\_\_\_

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- 13) IN A BRIEF ESSAY, STATE THE FOLLOWING: (a) THE SPECIAL QUALITIES/ATTRIBUTES YOU WILL BRING; (b) YOUR PRESENT CAREER GOALS; AND, (c) WHAT YOU EXPECT TO GAIN/CONTRIBUTE BY PARTICIPATING IN THE MICHAEL CURRY SUMMER INTERNSHIP PROGRAM.

**2003 MICHAEL CURRY  
SUMMER INTERNSHIP PROGRAM**

DEPARTMENTS	GENERAL CRITERIA/REQUIREMENTS
<b>AGRICULTURE</b>	Business; Communication; Computer Science; Public Administration
<b>BANKS &amp; REAL ESTATE</b>	Accounting; Business; Economics; willing to travel; must have a valid driver's license, auto insurance, transportation; personable, presenting good image to co-workers, banking personnel, officials
<b>CAPITAL DEVELOPMENT BOARD</b>	Accounting; Architecture; Business; Communications; Computer Science; Engineering or construction related degree
<b>CENTRAL MANAGEMENT SERVICES</b>	Business; Communication; Computer Science/Programming; Contract Administration; Finance; Health Services; Marketing; Math; Sociology
<b>CHILDREN AND FAMILY SERVICES</b>	Social Work; Child Welfare Services; Human Services; Psychology; Public Administration; Pre-law; good listening, verbal and written communication skills; good interpersonal skills; computer skills
<b>COMMERCE &amp; COMMUNITY AFFAIRS</b>	Business; Communications; Economics; Energy/Environmental Studies; Finance; Marketing; Public Relations
<b>COMMERCE COMMISSION</b>	Talented seniors and graduate students who are committed to excellence, think creatively, and have demonstrated academic achievement in the areas of accounting, computer science, economics, engineering, human resources or law
<b>CORRECTIONS</b>	Accounting; Business Administration; Criminal Justice; Law; Marketing; Psychology
<b>EMPLOYMENT SECURITY</b>	Accounting; Business; Communications; Economics; English; Finance; Liberal Arts; Political Science; Public Administration

<b>FINANCIAL INSTITUTIONS</b>	Business Management; Finance; Political Science; Public Administration; excellent written/oral communication, computer and research skills; professional business manner
<b>GUARDIANSHIP &amp; ADVOCACY COMMISSION</b>	A current law student in either second or third year; a student majoring in paralegal studies; Masters Degree in Social Work; Bachelors Degree in any of the following: Accounting; Computer Science; Public Administration. General knowledge of DOS, Uni, WordPerfect. Ability to work independently and possess good organizational skills
<b>BOARD OF HIGHER EDUCATION</b>	Math; English, graduate work or senior level; computer skills; good oral, written communication and interpersonal skills
<b>HISTORIC PRESERVATION AGENCY</b>	Archeology; Architecture; History; Park & Recreation graduate or upper level undergraduate
<b>HUMAN RIGHTS</b>	Computer Science; Political Science; Pre-Law; Sociology
<b>HUMAN SERVICES</b>	Management; Public Administration, Political Science; Sociology; Humanities; Journalism; Accounting; Business Administration; Computer Science; excellent organizational, research, verbal and written communication skills
<b>INSURANCE</b>	Accounting; Actuarial Science; Business; Computer Science; English; Journalism; Public Administration; Statistics; health-care experience; strong writing skills; ability to review technical contract language; medical and insurance terminology; IBM OS/2; Lotus 1, 2, 3; microcomputer programming, installation, customization; attention to detail; knowledge of insurance
<b>LIQUOR CONTROL COMMISSION</b>	English; Liberal Arts; Pre-Law
<b>MILITARY AFFAIRS</b>	History; Public History; Museum Science; computer literacy; command of English language

<b>NATURAL RESOURCES</b>	Park and Recreation graduate or upper level undergraduate. Experience working as a camp counselor preferred; Computer Science; Computer activities including web page construction and GIS applications
<b>NUCLEAR SAFETY</b>	Chemistry; Computer Science; Engineering; Environmental Health; Physical Science
<b>PROFESSIONAL REGULATION</b>	English; Journalism; Law/Pre-Law; Law Enforcement; Public Relations
<b>PUBLIC AID</b>	Accounting; Business; Criminal Justice; Education; English; Law; Management; Public Administration; Psychology; Social Work; Sociology; Statistics; Writing skills
<b>PUBLIC HEALTH</b>	Biological Sciences; Computer Science; Health Science; Mathematics/Statistics; Physical Sciences
<b>REVENUE</b>	Accounting; Art; Communications; Computer Science; Finance; Liberal Arts; Management; Music; Philosophy; Political Science; Public Administration
<b>STATE POLICE</b>	Communications; Computer Science; Criminal Justice; Business; Law
<b>TRANSPORTATION</b>	Biological Science; Business Management; Civil Engineering; Computer Science; Engineering Technology Planning; Natural Science
<b>VETERANS AFFAIRS</b>	Public Relations; Political Science; good verbal and written communication skills; honorably discharged veteran or member of reserve component